



DPC CHECKLIST FOR MINIMUM STANDARD REQUIREMENTS FOR GRADING PLAN CHECK SUBMITTAL

Grading Plan Submittal Requirements:

- [] Provide seven (7) sets of grading plans with wet ink signatures
(At the time the permit is issued, all sheets must be signed and stamped by the responsible Engineer)
- [] Provide three (3) complete sets of soil reports with wet ink signatures
(Report or addendum letter cannot be over six (6) months old)
- [] Provide seven (7) copies of Erosion and Sediment Control Plans (ESCP)
including backup calculations and data
- [] Provide three (3) copies of BMP Exhibit from approved Water Quality
Management Plan (WQMP) (unless exempt)
- [] Provide initial deposit required at the time of submittal for plan check that is
based on the volume of cubic yards moved, whichever is greater cut or fill

Minimum Required Information That Must Be Shown on the Plans:

- [] Owner's name, address and telephone number
- [] Preparer of the Plans: name, address and telephone number (see Item 1 above)
- [] If involved with the project: name, address and telephone number of the Civil
Engineer, Architect, Soils Engineer, Engineering Geologist, Archeologist and
Paleontologist
- [] Assigned project address, complete legal description; show all easements
- [] Building footprint (for Precise Permit Application); street width and centerline
- [] All existing construction on and/or abutting properties within fifteen (15) feet of
property lines.
- [] Type of abutting properties, public or private and uses thereon
- [] North arrow, scale, grading legend, vicinity map and all approved grading notes
- [] Orange County Bench Mark and Basis of Bearing
- [] Existing topography with contour lines or sufficient spot elevations accurately
showing existing conditions extending fifteen (15) feet beyond the property lines
- [] Proposed topography with proposed contour lines
- [] Proposed flow lines and details of all drainage structures
- [] The plans shall be of sufficient scale to be easily legible with normal vision
- [] The size of the plans shall be no larger than 36 inches by 42 inches

Minimum Clearances Required Prior to Permit Issuance. (There may be other clearances required by the State or other agencies depending on the scope and project location. Please coordinate with the Plan Checker/Project Manager).

- [] OCPDS – Tract Section/Subdivision Clearance
- [] OCPW – County Public Property Permits
- [] OCPDS – Tract Section/Traffic Studies Clearance
- [] OCPDS – Development Planning/Current Planning Clearances
- [] OCPDS – Environmental Clearance
- [] OCPDS – Water Quality Management Plan Approval and Clearance
- [] OCFA – Fire Authority Clearance
- [] CRIFAP – Fire Ant Clearance (State of California Requirement)

Project Name: _____

Parcel/Tract Number: _____

The above required items have been submitted for plan check

DPC Staff

Date

**** *Incomplete submittals will not be accepted***